6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 Ordinary Council meeting on 18 November 2025

Attachments

1 18/11/2025 - Ordinary Council - minutes⇩

Enclosures

1 18/11/2025 - Ordinary Council - minutes attachment⇨

RECOMMENDED

That the Minutes of the Ordinary Council meeting held on 18 November 2025 and associated attachments be received and accepted.

KIAMA MUNICIPAL COUNCIL

MINUTES OF THE ORDINARY MEETING OF COUNCIL

commencing at 5pm on

TUESDAY 18 NOVEMBER 2025

Council Chambers
11 Manning Street, KIAMA NSW 2533

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS ON TUESDAY 18 NOVEMBER 2025 AT 5PM

PRESENT: Mayor – Councillor C McDonald (Chair)
Deputy Mayor – Councillor M Matters
Councillors M Brown, M Cains, I Draisma, S Larkins, M Lawton, Y Tatrai and E Warren

IN ATTENDANCE: Jane Stroud – Chief Executive Officer
Ed Paterson –Director Strategies and Communities
Darren Brady –Director Infrastructure and Operations
Joe Gaudiosi – Director Corporate and Commercial
Kimberley Norton – Head of Implementation
Stephanie Salviejo – Public Officer
Daryl Hagger – Acting Chief Financial Officer
Claire Doble – Manager Communications, Engagement & Customer Service

IN PART: Michael Kharzoo – Director - Financial Audit | NSW Audit Office
Mubashshir Hassan – Associate Director - Financial Audit | NSW Audit Office

1 OPENING OF MEETING

The Chair declared the meeting open at 5pm.

2 WEBCASTING STATEMENT

The Chair stated that the meeting was being livestreamed, recorded and made publicly available on the Council website, and asked that persons attending the meeting refrain from making any defamatory statements.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair acknowledged the traditional owners.

4 STATEMENT OF ETHICAL OBLIGATIONS

The Chair reminded Councillors of their oaths or affirmations of office under section 233A of the *Local Government Act 1993* and their obligations under the Code of Conduct to disclose and appropriately manage any conflicts of interest.

5 APOLOGIES

Nil.

The Chair welcomed the NSW Audit Office representatives – Michael Kharzoo and Mubashshir Hassan.

Procedural motion: Attendance by audio-visual link

25/348OC

Resolved that Council as required under section 5.25 of the Code of Meeting Practice, permit Councillor Draisma to attend the Council meeting held on 18 November 2025 via audio-visual link as Councillor Draisma has a work commitment in Parliament.

(Councillors Brown and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Procedural motion: Allow media to record sessions of the meeting

25/349OC

Resolved that Council allows the media (The Bugle) to record the meeting in accordance with clause 15.23 of the Code of Meeting Practice

(Councillors Brown and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Matters, McDonald, Tatrai and Warren

Against: Councillor Lawton

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 Ordinary Council on 21 October 2025

25/350OC

Resolved that the Minutes of the Ordinary Council meeting held on 21 October 2025 be received and accepted subject to removing Councillor Cains' name from the list of Councillors present at the meeting.

(Councillors Larkins and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

6.2 Extraordinary Council on 30 October 2025

25/351OC

Resolved that the Minutes of the Extraordinary Council meeting held on 30 October 2025 be received and accepted.

(Councillors Brown and Draisma)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

7 BUSINESS ARISING FROM THE MINUTES

Nil.

8 DISCLOSURE OF INTEREST

Disclosure of Interest - Councillor Larkins

Councillor Larkins declared a less than significant non-pecuniary interest in Item 15.2 *Grants and Donations Program – Round 1* as as one of the grant recipients is the Gerringong Lions Club and Councillor Larkins' father is the Lions Club District Zone representative. Councillor Larkins proposed to disclose and vote on this matter.

Disclosure of Interest - Councillor Lawton

Councillor Lawton declared a pecuniary interest in Item 15.2 *Grants and Donations Program – Round 1* as Councillor Lawton's employer is a recipient of one of the grants. Councillor Lawton proposed to disclose and leave the Chamber.

Disclosure of Interest - Councillor Cains

Councillor Cains declared a less than significant non-pecuniary interest in Item 22.1 *Blue Haven Terralong Stage 5 – Dry Fire Services Tender* as Councillor Cains served on the Kiama Business Network Board with a director of one of the businesses that tendered. Councillor Cains proposed to disclose and vote on this matter.

Disclosure of Interest - Councillor McDonald

Councillor McDonald declared a significant non-pecuniary interest in Item 22.1 *Blue Haven Terralong Stage 5 – Dry Fire Services Tender* as in his capacity as a lawyer, Councillor McDonald has acted for a Director of one of the companies that tendered. Councillor McDonald proposed to disclose and leave the Chamber.

Disclosures of Interest - Councillor Draisma

Councillor Draisma declared a significant non-pecuniary interest in Item 15.5 *Quarterly Planning and Development Report – July to September 2025* as she is employed by the NSW Planning Minister. Councillor Draisma proposed to disclose and leave the Chamber.

Councillor Draisma declared a significant non-pecuniary interest in Item 20.1 *Notice of motion: Councillor Brown – Kiama Police Residence – assistance required* as she is currently working with local member Kate McInerney, MP. Councillor Draisma proposed to disclose and leave the Chamber.

9 TABLING OF PETITIONS AND OTHER DOCUMENTS

9.1 Tabling of correspondence from the Illawarra Local Aboriginal Land Council

Councillor Brown tabled email correspondence dated 18 November 2025 from Adell Hyslop the CEO of the Illawarra Local Aboriginal Land Council, relating to the old Police residence in Terralong Street Kiama, being the subject of Councillor Brown's Notice of Motion at item 20.1.

Attachments

A Copy of email correspondence

9.2 Tabling of correspondence from Emily Lewisman

The CEO left the meeting at 5.07 pm due to a conflict of interest.

Councillor Tatrai tabled correspondence dated 21 October 2025 to Kiama Council CEO, Jane Stroud from Emily Lewisman regarding a statement made at the public access forum on 20 October 2025.

The CEO returned to the meeting at 5.07 pm.

Attachments

A Emily Lewisman letter dated 31 October 2025_redacted

B Emily Lewisman letter dated 21 October 2025

9.3 Tabling or correspondence to The Hon Paul Scully MP on NSW Planning System Reforms

Councillor McDonald tabled a letter from Kiama Council CEO, Jane Stroud dated 30 October 2025 to The Hon. Paul Scully MP, Minister for Planning and Public Spaces regarding the NSW Planning System Reforms.

Attachments

A Letter to Minister Paul Scully on NSW Planning System Reforms

10 PUBLIC FORUM SUMMARY

Name	Item No.	Subject
Warren Holder	15.6	Submission - State Significant Development Modification Application MP05_0099-Mod-2 - Beach Road, Gerroa - Regional Quarries & Concrete Pty Limited

11 MAYORAL MINUTE

11.1 Mayor's Giving Tree 2025

25/352OC

At the request of Councillor Larkins and by consent the motion was **varied and resolved** that Council endorse the 2025 Mayor's Giving Tree appeal and notes a tree will also be available at Gerringong Library.

(Councillors McDonald and Brown)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Procedural motion: Suspension of Standing Orders

25/353OC

Resolved that Standing Orders be suspended in order to bring forward and receive a presentation on item 14.1 *Presentation of the 2024-25 Annual Financial Statements* from Director Michael Kharzoo and Associate Director Mubashshir Hassan of the NSW Audit Office.

(Councillors Lawton and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

14.1 Presentation of the 2024-25 Annual Financial Statements

25/354OC

Resolved that Council:

1. Presents the 2024-25 Audited Financial Statements and Audit Reports to the public in accordance with sections 418 and 419 of the *Local Government Act 1993*.
2. Acknowledges the work and collaboration of the NSW Audit Office during the 2024-25 audit and also previous years.

(Councillors Brown and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Resumption of Standing Orders

25/355OC

Resolved that Standing Orders be resumed.

(Councillors Larkins and Lawton)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

The Chair thanked the NSW Audit Office for the presentation and they left the meeting at 5.26pm.

Procedural motion: Determining in globo resolutions

25/356OC

Resolved that Council move in globo and adopt the recommendations contained within the reports for items:

12.1 Minutes: Audit, Risk and Improvement Committee – meetings held on 7 Octobewr 2025 and 16 October 2025

12.2 Minutes: Tourism and Economoic Advisory Committee – 25 September 2025

13.2 Endorse: 2024-25 Annual Report

13.3 Ordinary meeting schedule for 2026

14.2 Proposed Draft Lease: Gerringong District All Sports Incorporated – Gerry Emery Reserve

14.3 Proposed road closure: Traversing Lot 101 DP 1176643 and Lot 2 DP 609971 Kiama

14.4 Quarterly Budget Review (QBR1) and Monthly Financial Statement September 2025

14.5 Statement of Investments – October 2025

15.1 Fire and Rescue Joint Inspection Report – Stage 5 Blue Haven

15.4 Quarterly Compliance Report: July to September 2025

16.1 Endorse for public exhibition: Asset Management Plan – Recreation, Open Spaces and Other Structures

16.2 Endorse for public exhibition: Draft Asset Disposal Policy.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

12 MINUTES OF COMMITTEES

12.1 Minutes: Audit, Risk and Improvement Committee - meetings held 7 October 2025 and 16 October 2025

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/357OC

Resolved that the Minutes of the Audit, Risk & Improvement Committee meeting on 7 October 2025 and the minutes of the Extraordinary meeting of the Committee held on 16 October 2025 be received and accepted.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

12.2 Minutes: Tourism and Economic Advisory Committee - 25 September 2025

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/358OC

Resolved that Council note that Tourism and Economic Advisory Committee meeting scheduled to be held on 25 September 2025 did not occur as a quorum was not met.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

13 REPORT OF THE CHIEF EXECUTIVE OFFICER

13.1 Council Advisory Committees - Work Health & Safety requirements and Committee composition

Recommendation 3 for item 13.1 was removed for consideration as a standalone recommendation to allow for a vote on Councillor representation.

25/359OC

Resolved that Council:

1. Adopts the updated Terms of Reference for the following advisory committees to ensure they include the necessary *Work Health and Safety Act 2011*, Code of Conduct and Media Policy obligations:
   (a) Finance and Major Projects Advisory Committee.
   (b) Tourism and Economic Advisory Committee.
2. Adopts the updated Terms of Reference for the Tourism and Economic Advisory Committee to amend the membership as follows:
   (a) Two (2) Councillor representatives.
   (b) Four (4) skill-based industry representatives.
   (c) One (1) Kiama Business Network representative.

(Councillors Brown and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Procedural motion: Election of Councillor representations

25/360OC

Resolved that Council endorse the method of voting for the two Councillor representatives for the Tourism and Economic Advisory Committee be by a show of hands.

(Councillors Larkins and Lawton)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Motion: Endorse Councillor representatives on the Committee

This is recommendation 3 of item 13.1 considered as a standalone recommendation to allow a vote to occur.

A vote by show of hands was held and the division of the vote was:

Councillor Brown

Votes: 9

Councillor Tatrai

Votes: 5

Councillor Warren

Votes: 4

The Chair formally declared Councillor Brown and Councillor Tatrai as the Councillor representatives on the Tourism and Economic Advisory Committee.

25/361OC

Resolved that Council endorse the following Councillor representatives to the Tourism and Economic Advisory Committee:

(a) Councillor Brown

(b) Councillor Tatrai.

(Councillors Larkins and Brown)

For: Councillors Brown, Cains, Draisma, Larkins, McDonald and Tatrai

Against: Councillors Lawton, Matters and Warren

13.2 Endorse: 2024-25 Annual Report

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/362OC

Resolved that Council receives and endorses the 2024-25 Annual Report for publication by 30 November 2025, as required by section 428 of the Local Government Act 1993.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

13.3 Ordinary meeting schedule for 2026

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/363OC

Resolved that Council set the 2026 dates for Ordinary Council meetings, with meetings commencing at 5pm, as follows:

Tuesday 17 February
Tuesday 17 March
Tuesday 21 April
Tuesday 19 May
Tuesday 16 June
Tuesday 21 July
Tuesday 18 August
Tuesday 15 September
Tuesday 20 October
Tuesday 17 November
Tuesday 15 December

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

14 REPORT OF THE DIRECTOR CORPORATE AND COMMERCIAL

Item 14.1 *Presentation of the 2024-25 Annual Financial Statements* was dealt with earlier in the meeting.

14.2 Proposed Draft Lease: Gerringong District All Sports Incorporated - Gerry Emery Reserve

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/364OC

Resolved that Council:

1. Commences the formal process including advertising the proposal to firstly enter into an Agreement to Lease and then secondly a Lease agreement for five (5) years with Gerringong District All Sports Incorporated, for the premises of clubhouse on Lot 601 DP 739447 Bridges Road Gerringong.
2. Present a further report to Council in relation to any relevant submissions received prior to any final lease being executed.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

14.3 Proposed road closure: Traversing Lot 101 DP 1176643 and Lot 2 DP 609971 Kiama

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/365OC

Resolved that Council:

1. Commence the formal road closure process, including advertising and exhibition of the proposed closure of road reserve traversing Lot 101 DP 1176643 and Lot 2 DP 609971 Kiama.
2. Classify the subject area of Lot 101 DP 1176643 and Lot 2 DP 609971 Kiama road closed as operational land upon formal closure.
3. Delegate to the Chief Executive Officer and/or Mayor to sign any documentation associated with the application for closure of the public road traversing Lot 101 DP 1176643 and Lot 2 DP 609971 Kiama.
4. Note that all relevant costs associated with the road closure will be borne by the applicant.
5. Note that a separate report will be provided to Council following community consultation and valuation, seeking approval for the sale to proceed.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

14.4 Quarterly Budget Review (QBR1) and Monthly Financial Statement September 2025

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/366OC

Resolved that Council:

1. Notes the changes to the 2024-25 Local Government Accounting Code of Practice and NSW Office Of Local Government (OLG) Quarterly Budget Review Statement (QBRS) Guidelines (effective 2025-26 QBR1) which impacts the presentation of Council's current financial reports.
2. Receives and adopts the quarterly budget review statement for the quarter ending 30 September 2025, including the recommended changes relating to the operational and capital budget expenditure.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

14.5 Statement of Investments - October 2025

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/367OC

Resolved that Council receives the information relating to the Statement of Investments as at 31 October 2025.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

15 REPORT OF THE DIRECTOR STRATEGIES AND COMMUNITIES

15.1 Fire and Rescue Joint Inspection Report - Stage 5 Blue Haven

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/368OC

Resolved that Council:

1. Receive the enclosed report from the Fire & Rescue NSW in accordance with Schedule 5, Part 8, Section 17(2) of the Environmental Planning and Assessment Act 1979, and
2. Note that a further report will be provided to Council at their Ordinary December 2025 meeting to determine whether it will exercise its powers to give a fire safety order for the building known as Blue Haven Stage 5.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

15.2 Grants and Donations Program - Round 1

Councillor Larkins declared a less than significant non-pecuniary interest in this item, disclosed and voted.

Councillor Lawton declared a pecuniary interest in this item, dislosed and left the Chamber.

Councillor Lawton left the meeting at 5.35pm.

25/369OC

Resolved that Council endorse the following recommended applications for funding:

1. Kiama District Ministers Fraternal, Carols in the Park - $3,750.
2. Lions Club of Gerringong, Gerringong Christmas Parade - $7,000.
3. Kiama Jazz & Blues Festival, Let's Play! - $7,000.
4. Gerringong & District Historical Society, Werri Beach Estate Centenary- $1,153.
5. Healthy Cities Illawarra, Let's Play Kiama - $5,302.
6. Slow Bird Productions, Finding your path documentary - $1,082.
7. Damico Sound, Music in the Park - $2,500.
8. Kiama Illawarra Pride Choir, Inaugural Concert - $2,500.
9. The Everyday Table Kiama, Shared Meals Connection Food Skills - $2,000.

(Councillors Larkins and Draisma)

For: Councillors Brown, Cains, Draisma, Larkins, Matters, McDonald, Tatrai and Warren

Against: Nil

Councillor Lawton returned to the meeting at 5.36pm.

15.3 Post exhibition endorsement: Planning Agreement - South Kiama Urban Release Area

25/370OC

Resolved that Council:

1. Note the Public Exhibition Engagement Report for the South Kiama Urban Release Area Planning Agreement.
2. Note that pursuant to s55(3)(i) of the Local Government Act 1993, Council resolve not to invite tenders under s55(1) of that Act for works on Council land associated with the Planning Agreement given that a satisfactory contract result is more likely to be achieved as a result of the works being delivered by the developer.
3. Delegate authority to the CEO to make minor and inconsequential changes to the Planning Agreement, including updating the reference of Part Lot 101 in DP 1077617 (part of 11 Weir Street, Kiama) to the proposed Lot 21 upon completion of the subdivision currently being carried out under approved Development Application 10.2025.80.1.

4. Delegate authority to the CEO to finalise and enter into the Planning Agreement - South Kiama Urban Release Area.
5. Require the appropriate condition of consent to be imposed on any future development applications to which the Planning Agreement applies.
6. Note that, as per the enclosed Agreement, the Developer is responsible to complete all necessary works in order for the required Subdivision Certificates to be issued.
7. Note that the Planning Agreement Register will be updated accordingly.

(Councillors Brown and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

15.4 Quarterly Compliance Report: July to September 2025

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/371OC

Resolved that Council receive and note the compliance activities undertaken by the Environment & Compliance Team for the quarter July 2025 to September 2025.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

15.5 Quarterly Planning and Development Report - July to September 2025

Councillor Draisma declared a significant non-pecuniary interest in this item, dislosed and left the Chamber.

Councillor Draisma left the meeting at 5.37pm.

25/372OC

Resolved that Council note:

1. The Planning and Development report for the period July to September 2025 (Q1 2025/26), specifically that:
   (a) Dwelling approvals and completions are significantly lower than the annualised Dwelling Targets.
   (b) Expected Development Application lodgement timeframes (i.e. 7 gross average days) have not been met, with the actual average lodgement timeframe of 14 days.

(c) Expected Development Application assessment, timeframes (i.e. 105 gross average days) have been met, with an actual average assessment timeframe of 72 days;

2. That an internal review of the Community Participation Plan, DA Policy and associated Delegations, with a view to further streamline and expedite assessment timeframes, has been commenced.
3. That, in order to reduce Development Application lodgement timeframes, Councill will commence enforcing a requirement to provide pre-lodgement additional information and Development Application fees within two (2) business days. Failure to adhere to these timeframes will result in the Development Application being returned/rejected.
4. The new Planning & Development Hub duty service has commenced, and several community drop-ins have occurred.
5. That a similar report will be provided for the October to December 2025 period.
6. The CEO will continue to advocate changes to the Council League Table calculation method to ensure that additional information requests (ie stop the clock), amended plans (ie revised proposal) and Land and Environment Court deemed refusal timeframes are acknowledged and excluded from the Council assessment times.

(Councillors Brown and Cains)

For: Councillors Brown, Cains, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Councillor Draisma returned to the meeting at 5.38pm.

15.6 Submission - State Significant Development Modification Application MP05_0099-Mod-2 - Beach Road, Gerroa - Regional Quarries & Concrete Pty Limited

25/373OC

Resolved an alternate motion that Council:

1. Note that the enclosed submission has been made to the NSW Department of Planning, Housing and Infrastructure in response to State Significant Development modification MP05_0099-Mod-2 – Beach Road Gerroa by staff to ensure the exhibition period was met, and
2. Endorse the enclosed submission letter to the NSW Department of Planning, Housing and Infrastructure in response to State Significant Development modification MP05_0099-Mod-2 – Beach Road Gerroa.
3. In addition to the items contained in the submission letter referenced in 2) above, request that the NSW Department of Planning, Housing and Infrastructure require the applicants of Modification Application MP05_0099-Mod-2- Beach Road, Gerroa to undertake the following:

(a) A full pavement assessment of the route on existing council roads between the southern Kiama local government boundary and the Princes Highway, to determine the expected impacts of increased vehicle loads and axle repetitions on the whole of life road deterioration. This assessment shall confirm the structural integrity of the pavement to accommodate for heavier and more frequent vehicle loads.

(b) A cost assessment and schedule of the accelerated pavement deterioration, maintenance and end of life replacement required, which shall be factored into the local infrastructure contributions rate.

(c) A noise assessment of the routes to determine the impacts on adjacent properties from the increased vehicle traffic and methods for ameliorating these impacts.

(d) A road safety audit of the route to identify issues to be addressed by the applicant prior to the increased heavy vehicle usage.

(Councillors Lawton and Warren)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

16 REPORT OF THE DIRECTOR INFRASTRUCTURE AND OPERATIONS

16.1 Endorse for public exhibition: Asset Management Plan - Recreation, Open Space and Other Structures

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/374OC

Resolved that Council:

1. Endorse the draft Asset Management Plan – Recreation, Open Space and Other Structures be placed on public exhibition for 28 days calling for submissions.
2. Following conclusion of the exhibition period in relation to the Asset Management Plan – Recreation, Open Space and Other Structures:
   (a) Receive a further report for consideration, if any relevant submissions are received or if any substantial changes are proposed for any other reason, detailing the public exhibition outcomes and proposed changes with recommendations regarding adoption of the above documents, or
   (b) Adopt the Asset Management Plan - Recreation, Open Space and Other Structures if there are no relevant submissions received and there are no substantial changes proposed for any other reasons.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

16.2 Endorse for public exhibition: Draft Asset Disposal Policy

The following resolution was adopted as part of the in globo adoption of items, refer MN25/356OC.

25/375OC

Resolved that Council:

1. Endorse that the draft Asset Disposal Policy be placed on public exhibition for 28 days calling for submissions.
2. Following conclusion of the exhibition period:
   (a) receive a further report for consideration, if any relevant submissions are received or if any substantial changes are proposed for any other reason, detailing the public exhibition outcomes and proposed changes with recommendations regarding adoption of the above documents, or
   (b) adopt the draft Asset Disposal Policy if there are no relevant submissions received and there are no substantial changes proposed for any other reasons.

(Councillors Matters and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

16.3 Master Locksmiths Access Key (MLAK) for public toilets

Resolved that Council:

1. Endorse the locking of the two adult change rooms located at Kevin Walsh Oval, Jamberoo and Kiama Harbour to ensure people with a disability have access to secure and functional facilities.
2. Arrange for a Master Locksmiths Access Key (MLAK) to be available to borrow from Council's Customer Services and Visitor Information Centre, along with the Jamberoo IGA and widely promote this change.

(Councillors Larkins and Warren)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

17 REPORTS FOR INFORMATION

The following Reports for Information are noted:

17.1 Christmas / New Year - annual close down period

17.2 Resolution Register: 1 July 2025 to 30 September 2025 and update on previous periods

17.3 Traffic Management: Kiama Local Transport Forum meeting - 4 November 2025

17.4 Outstanding Questions with Notice Register - November 2025.

18 LATE ITEMS

Nil

19 QUESTIONS WITH NOTICE

19.1 Question with notice: Councillor Tatrai - Terralong Street footpath maintenance

The answer to the following question from Councillor Tatrai has been provided in the report.

Question

I would like to enquire about the cleaning schedule for the footpaths outside businesses on Terralong Street, Kiama.

1. Is there a regular schedule for the cleaning of footpaths?
2. Are businesses notified in advance to ensure that any objects potentially in the way of the mobile street cleaner can be moved out of the way?
3. Is it possible to conduct cleaning during early morning or after business hours to reduce disruptions to businesses?

19.2 Question with notice: Councillor Tatrai - Legal advice costs for Councillors regarding conflicts of interest.

The answer to the following question from Councillor Tatrai has been provided in the report.

Question

1. How much does it cost for councillors to seek legal advice concerning their ability to sit in and vote on matters potentially related to conflicts of interest?
2. Who exactly pays for the legal advice in such circumstances?

3. Under what circumstances would a councillor require legal advice and is the option available to all councillors?
4. How much of council money has been spent this year on legal advice for councillors?
5. Are these costs budgeted for?

19.3 Question with notice: Councillor Warren - Curramore Causeway Jamberoo

The answer to the following question from Councillor Warren has been provided in the report.

Question

1. Is the Curramore Causeway sitting in our Asset Management Plan?
2. What is the plan for the causeway?
3. When is the causeway due for works?
4. What is Council's process for maintaining the culvert and drainage?

20 NOTICE OF MOTION

20.1 Notice of motion: Councillor Brown - Kiama Police Residence - assistance required

Councillor Draisma declared a significant non-pecuniary interest in this item, disclosed and left the Chamber.

Councillor Draisma left the meeting at 5.48pm

25/376OC

At the request of Councillor McDonald and by consent the **motion was varied and resolved** that Council write to our local member, Katelin McInerney MP, in collaboration with the Illawarra Local Aboriginal Land Council, requesting support from the NSW Government to secure funding for the urgent repair and restoration of the police residence on Terralong Street.

(Councillors Brown and Cains)

For: Councillors Brown, Cains, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Councillor Draisma returned to the meeting at 5.55pm.

Item 6.1

Attachment 1

20.2 Notice of motion: Councillor Larkins - Public WiFi and CCTV infrastructure

25/377OC

Resolved that Council:

1. Considers as part of the draft 2026-27 Operational Plan and budget, the allocation of funding for establishing a “Kiama Council public WiFi plan” and an updated “Council Operated Closed Circuit Television (CCTV) policy”.
2. As part of progressing a new plan and policy, considers working and partnering with, the National Broadband Network (NBN) and relevant telecommunication service providers for exploring cost-effective options for providing and extending Public WiFi services across Kiama LGA public spaces and facilities.
3. Also explores cost-effective initiatives and shared services with neighbouring councils via the Illawarra Shoalhaven Joint Organisation.
4. Notes that in the Kiama Council advocacy document, there is an advocacy initiative for contemporary CCTV infrastructure and as such, requires council to undertake the necessary work and planning so it can successfully advocate for funding from Federal and State Governments.

(Councillors Larkins and Draisma)

For: Councillors Brown, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Councillor Cains

20.3 Notice of motion: Councillor Warren - Kiama Show Society signage

At the request of Councillor Lawton and by consent the motion was varied that Council:

1. Grants authority to the Kiama Show Society to install a sign at the entrance of the Kiama Showground , on Bong Bong Street, that notifies of the upcoming date for the Kiama Show.
2. Delegates to the CEO to approve an appropriate signage form, structure and location noting examples and heritage related wall matters provided in the report.

On the advice of the CEO the motion was further varied, that Council:

1. Delegates to the CEO to provide owner’s consent to the Kiama Show Society for the installation of appropriate signage at the entrance of the Kiama Showground, on Bong Bong Street, that notifies of the upcoming dates for the Kiama Show.
2. Liaises directly with Kiama Show Society on the preferred location of the sign.

Councillor Draisma **foreshadowed** a motion to defer item 20.3 to consider the implications of the signage to other Showground users.

25/378OC

Resolved that Council:

1. Delegates to the CEO to provide owner's consent to the Kiama Show Society for the installation of appropriate signage at the entrance of the Kiama Showground, on Bong Bong Street, that notifies of the upcoming dates for the Kiama Show.
2. Liaises directly with the Kiama Show Society on the preferred location of the sign.

(Councillors Warren and Matters)

For: Councillors Brown, Cains, Matters, McDonald and Warren

Against: Councillors Draisma, Larkins, Lawton and Tatrai

21 CONFIDENTIAL SUMMARY

Public Representations:

The Mayor called for representations regarding issues which had been proposed to be disclosed in Confidential Committee of the Whole.

No such representations were received.

Councillor Cains left the meeting at 6.17pm and returned to the meeting at 6.18pm.

21.1 Exclusion of press and public:

25/379OC

Resolved that in accordance with Sections 10 and 10A of the Local Government Act, 1993 as amended, Council close the meeting of the Confidential Committee of the Whole to the Press and Public to deal with the following matters as detailed below.

22.1 BLUE HAVEN TERRALONG STAGE 5 - DRY FIRE SERVICES TENDER

Reason for confidentiality: This matter deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it as per Section 10A(2)(di) of the Local Government Act.

22.2 BUSINESS CASE ARISING FROM THE SERVICE REVIEW: DOMESTIC WASTE SERVICES - CHANGE OF WASTE MANAGEMENT AT MINNAMURRA DEPOT

Reason for confidentiality: This matter deals with personnel matters concerning particular individuals (other than councillors) as per Section 10A(2)(a) of the Local Government Act and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property as per Section 10A(2)(f) of the Local Government Act.

22.3 BUSINESS CASE ARISING FROM THE SERVICE REVIEW: DOMESTIC WASTE SERVICES - RECYCLING COLLECTION FREQUENCY OPTIMISATION

Reason for confidentiality: This matter deals with personnel matters concerning particular individuals (other than councillors) as per Section 10A(2)(a) of the Local Government Act and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property as per Section 10A(2)(f) of the Local Government Act.

22.4 QUARTERLY UPDATE: SERVICE REVIEWS STRATEGIC RECOMMENDATIONS

Reason for confidentiality: This matter deals with personnel matters concerning particular individuals (other than councillors) as per Section 10A(2)(a) of the Local Government Act.

22.5 SECURITY SERVICES TENDER

Reason for confidentiality: This matter deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it as per Section 10A(2)(di) of the Local Government Act.

(Councillors Larkins and Tatrai)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Procedural motion: Enter into Confidential Committee of the Whole

25/380OC

Resolved that at this time, 6.20pm, Council form itself into a Confidential Committee of the Whole to deal with matters listed in the recommendations subject to the consideration of any representations relating to such action.

(Councillors Brown and Cains)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

22 CONFIDENTIAL REPORTS

22.1 Blue Haven Terralong Stage 5 - Dry Fire Services Tender

Councillor Cains declared a less than significant non-pecuniary interest in this item, disclosed and voted

Councillor McDonald declared a significant non-pecuniary interest in this item, disclosed and left the Chamber.

Councillor McDonald left the meeting at 6.20pm.

The Deputy Mayor, Councillor Matters took the Chair.

25/381OC

Committee recommendation that Council:

1. In accordance with Clause 178 (1)(a) of the Local Government (General) Regulation 2005 (NSW), accept the tender offer for Tender P-FY20253052 - Blue Haven Terralong Stage 5 - Dry Fire Services from Bluestone Building Group Pty Ltd, subject to a satisfactory financial assessment by Equifax Australasia Credit Ratings Pty Ltd.
2. Delegate to the Chief Executive Officer the authority to finalise and execute the contract, approve any available extension options and associated documents on behalf of Council.
3. Grant authority to use of the Common Seal of Council on the contracts and any other documentation, should it be required, to give effect to this resolution.

(Councillors Brown and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, Tatrai and Warren

Against: Nil

Councillor McDonald returned to the meeting at 6.21pm and resumed the Chair

22.2 Business case arising from the service review: Domestic Waste Services - change of waste management at Minnamurra Depot

It was **moved** by Councillor Warren and seconded by Councillor Matters that Council:

1. Note the three options for recycling service delivery model as outlined in the Change of Waste Management at Minnamurra Depot business case.
2. Endorse the implementation of Option 2, as outlined in the Change of Waste Management at Minnamurra Depot business case.
3. Delegate to the CEO to undertake all necessary engagement and consultation associated with this resolution.

25/382OC

At the request of Councillor Larkins and by consent the committee recommendation was **varied and resolved** that Council:

1. Note the three options for recycling service delivery model as outlined in the Change of Waste Management at Minnamurra Depot business case.
2. Endorse the implementation of Option 2, as outlined in the Change of Waste Management at Minnamurra Depot business case.
3. Delegate to the CEO to undertake all necessary engagement and consultation associated with this resolution.

4. Continue to provide the user pays on call kerbside clean up service and for a period of three (3) years continue to provide household bulky waste drop off from Minnamurra whilst longer term alternatives and / or options are explored.

(Councillors Warren and Matters)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald and Warren

Against: Councillor Tatrai

22.3 Business case arising from the service review: Domestic Waste Services - recycling collection frequency optimisation

It was **moved** by Councillor Lawton and seconded by Councillor Matters that Council:

1. Note the three options for domestic kerbside recycling collection frequency optimisation as outlined in the Domestic Waste Services business case.
2. Endorse the implementation of Option 2, as outlined in the Domestic Waste Services – Recycling collection frequency optimisation business case.
3. Delegate to the CEO to undertake all necessary engagement and consultation associated with this resolution.

At the request of Councillor Larkins and by consent the motion was varied and resolved that Council:

1. Note the three options for domestic kerbside recycling collection frequency optimisation as outlined in the Domestic Waste Services business case.
2. Endorse the implementation of Option 2, as outlined in the Domestic Waste Services – Recycling collection frequency optimisation business case.
3. Delegate to the CEO to undertake all necessary engagement and consultation associated with this resolution.
4. Notes a review of the waste collection zones will be required and that a substantial community engagement process will occur to support any proposed changes.

25/383OC

At the request of Councillor Brown and by consent the committee recommendation was further **varied and resolved** that Council:

1. Note the three options for domestic kerbside recycling collection frequency optimisation as outlined in the Domestic Waste Services business case.
2. Endorse the implementation of Option 2, as outlined in the Domestic Waste Services – Recycling collection frequency optimisation business case.
3. Delegate to the CEO to undertake all necessary engagement and consultation associated with this resolution.

4. Notes a review of the waste collection zones will be required and that a substantial community engagement process will occur to support any proposed changes.
5. Provide an extra yellow bin service during the Christmas / New Year holiday period as currently provided for the red bin service.

(Councillors Lawton and Matters)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald and Warren

Against: Councillor Tatrai

22.4 Quarterly update: Service Reviews strategic recommendations

The quarterly update on service review strategic recommendations is for Councillors' information only.

22.5 Security Services Tender

25/384OC

Committee recommendation that Council:

1. In accordance with Clause 178 (1)(a) of the Local Government (General) Regulation 2005 (NSW), accept the tender offer for Contract 2024/163 from WCG Security for Patrols, Alarm Monitoring and Lock/Unlock Services (Categories 1-3) for a term of three (3) years and an optional extension period of two (2) years.
2. Delegate to the Chief Executive Officer the authority to finalise and execute the contract, approve any available extension options and associated documents on behalf of Council.
3. Grant authority to use of the Common Seal of Council on the contracts and any other documentation, should it be required, to give effect to this resolution.

(Councillors Brown and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Procedural motion: Close of Confidential Committee of the Whole

25/385OC

Committee recommendation that at this time, 6.52pm, the Confidential Committee of the Whole revert to Open Council.

(Councillors Brown and Larkins)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

Adoption of Report

The Chief Executive Officer formally reported the recommendations of the Confidential Committee of the Whole set out above.

25/386OC

Resolved that that the Confidential Committee of the Whole recommendations for items 22.1, 22.2, 22.3 and 22.5 be confirmed and adopted and item 22.4 noted for information.

(Councillors Larkins and Matters)

For: Councillors Brown, Cains, Draisma, Larkins, Lawton, Matters, McDonald, Tatrai and Warren

Against: Nil

23 CLOSURE

There being no further business the meeting closed at 6.57pm.

These Minutes were confirmed at the Ordinary Meeting of Council held on 16 December 2025.

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Mayor